

Riggs New Compact Register



The J. F. Riggs Publishing Co., Des Moines, Iowa.

DAILY REGISTER

For school year beginning _____ 191__ and ending _____ 191__

_____ District No. _____, _____ Township,

_____ County.

_____ taught _____ months from _____ to _____ at \$ _____ per month

_____ taught _____ months from _____ to _____ at \$ _____ per month

_____ taught _____ months from _____ to _____ at \$ _____ per month

IMPORTANT

This register is expected to serve the room in which it is used for one school year ONLY.

If the school is taught for the entire year by the same teacher the Register with the required annual Report should be delivered into the hands of the proper school officer at the close of the school year and such officer should closely inspect both the Register and the Report and see that all entries are correctly made before issuing the order for the teacher's salary then due.

If two or more teachers are employed, the Register (and a term report if such is required) should be delivered into the hands of the proper school officer by each teacher in turn at the close of her term of school and such officer should see that all entries are made to date before issuing the order for the teacher's salary then due.

The teacher in office at the close of the school year should file a complete report for the entire school year, using the blank form furnished for that purpose.

No.	NAMES	Age	Month	Date Each Month of School Begins	First Week					Second Week					Third Week					Fourth Week					Days Present	Days Absent	Days Suspended	Times Tardy	Con- duct	Effort	Health	Spell- ing	Read- ing	Writing	Arith- metic	Gram- or Ling.	Geog- raphy	U. S. His- tory	Physi- ology	
					M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F																
	DOE, JOHN	B	8—May 1, 1912	1st	Sept. 11	d			//					//									T	18	2	20	2	3	3	1	3	2	5	2	5			1		
				2d	Oct. 9																					20		20		3	2	1	2	2	3	3	5			1
				3d	Nov. 6							//	//	//	//	e										5	3	8		2	2	2	2	3	1	3			1	
				4th	Dec. 4				a																	18		18		2	2	2	3	1	3	1	3			1
				5th	Jan. 8											//										19	1	20		2	3	2	2	1	2	2	3			1
				6th	Feb. 5																					20		20		3	3	2	1	1	2	2	2			1
				7th	Apr. 2																					20		20		4	4	2	1	1	2	2	2			1
				8th	Apr. 30																				//	20		20		4	4	2	1	1	2	2	2			1
				9th																					//	20		20		4	4	2	1	1	2	2	2			1
							Totals																			//	19	1	20		2	1	2							
																							159	7	166	2														

DIRECTIONS TO THE TEACHER

- Write the date each month of school begins of the month in the blank spaces provided for that purpose.
- Enroll boys and girls separately.
- Age should always be given as of September 1, preceding the date of enrollment.
- Pupils admitted (or enrolled) in the school fall within one of four classes, viz.:
 - Readmitted after temporary discharge, or admitted by transfer from another room in the same school.
 - Admitted by transfer from another public school in the same city or system.
 - Admitted by transfer from a public school in another city or system in the same state.
 - Original enrollments from all sources—pupils not previously enrolled in any public school in the state during the current school year.
- Pupils discharged fall within one of four classes, viz.:
 - Temporarily dropped (a pupil is temporarily dropped after an absence of 3 consecutive days).
 - Transferred to any other school, public or private, or to another room in the same school.
 - Permanently withdrawn to work, or because of having passed the compulsory school age.
 - Permanently withdrawn for any other reason—death, commitment to an institution, etc.
- N. B. The admission (enrollment) or discharge of a pupil is to be indicated by writing the letter a, b, c, d, e, f, g, or h, according to the definitions given above, in the space for the day and session in the daily register when said admission (enrollment) or discharge occurs.

SYMBOLS TO BE USED

Absent A. M.	<div>1</div>	Tardy A. M.	<div>T</div>
Absent P. M.	<div>1</div>	Tardy P. M.	<div>T</div>
Absent All Day	<div>1 1</div>		

SYMBOLS TO BE USED

Scholarship Record:

- Excellent, 90%—100%
- Good, 80%—89%
- Fair, 70%—79%
- Unsatisfactory, 60%—69%
- Poor, less than 60%

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Spelling	Reading	Writing	Arithmetic	Grammar	Geography	U. S. History	Physiology					Advanced Grades	Grade VIII	Grade VII	Grade VI	Grade V	Grade IV	Grade III	Grade II	Grade I
S.	R.	W.	Ar.	G. L.	Geo.	H.	Ph.													
3	2	5	2	5			1										S			
2	2	3	3	5			1										R			
2	2	3	2	3			1									W				
3	1	3	1	3			1									Ar				
2	1	2	2	3			1										L			
1	1	2	2	2			1										Ph			
1	1	2	2	2			1													

EXPLANATION

By referring to the illustration on the left hand page it will be observed that John Doe is 8 years old, that he entered school on the morning of Monday, Sept. 11th, that he was absent all day Thursday of the first week and all day Wednesday of the second week. He was tardy Monday forenoon and Friday afternoon of the fourth week. The summary for the first month shows, therefore, that he was present 18 days, was absent two days and was tardy twice.

Looking to the second week of the third month the record shows that John Doe was temporarily dropped after three consecutive days absence. On Wednesday morning of the first week of the fourth month he was readmitted. It will be observed that for the last 12 days of the third month and the first two days of the fourth month he was not considered a member of the school.

On the right hand page will be found the record of John Doe's scholastic standing each month, followed on the same page by a graphic showing of his classification. For example, in Writing and Arithmetic he is shown to be in the fifth year or grade, while in the other subjects studied he was in the fourth year or grade.

SYMBOLS TO BE USED

Scholarship Record:

1=Excellent, 90%—100%

2=Good, 80%—89%

3=Fair, 70%—79%

4=Unsatisfactory, 60%—69%

5=Poor, less than 60%

Term began Aug 28, 1916 and Ended May 25, 1917

9th mo

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Selma Denker

13

Marie Helkins

13

Lois Miese

10

Florence Ketelsen

11

Myrtle Miese

8

New Years No School
Vacation from Dec 22 to Jan 2

Picnic Day 23 May 1917
School closed May 25

25 May

[illegible]

[illegible]

No.	NAMES	Age	Month	Date Each Month of School Begins	First Week					Second Week					Third Week					Fourth Week					Days Present	Days Absent	Days Satisfying	Times Tardy	Con- duct	Effort	Health																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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Kenneth Mc Donnell

6

Joe Schesser

12

New Years

[illegible]

No.	NAMES		Advanced Work		Grade VIII		Grade VII		Grade VI		Grade V		Grade IV		Grade III		Grade II		Grade I	
		SUBJECT	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page	From Page	To Page
	Seventh Grade Selma Denker	Fifth Fifth Reader							197											
	Sixth Grade Marie Helkens	Fourth Reader											192							
	Luis Wiese	Third Reader															259	review		
	Flora Helkens	Second Reader																	119	review from 1st
	Emil Erps	First Reader																	47	review
	Willie Schusser	Joe is ready for Pollards First																		
	Fourth Grade Myrtle Wiese	Speller						completed	65				39							
	Verna Betzmann	Arithmetic						389	163				238		114		42		36	
	Hazel Wiese	Agriculture							45	should begin at first of Book										
	Earle McDowell	Eng. Grammar						108	263				75							
	Third Grade Luis Betzmann	Language															71			
	Mildred Briggs																			
	Evelyn Hanna																			
	Second Grade Grace Wiese	Adv. Geography						147	132											
	Kenneth McDowell	El. Geography											66							
	Harold Erps	Adv. U. S. History						228												
	First Grade Mary Rathleft	El. U. S. History							135											
	Guida Klostermann	Physiology						completed	109	should review	129									
	Ester Briggs																			
	Lota Schmidt	Civil Gov.						51	should review											